



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, June 1, 2011 at 1:30 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware
MINUTES APPROVED:	July 6, 2011

MEMBERS PRESENT

Joseph Schorah, Public Member, Secretary
Kevin Wilson, RA, Professional Member
John Mateyko, RA, Professional Member
Peter H. Jennings, RA, Professional Member
Kenneth Freemark, RA, Professional Member, President
Prameela Kaza, Public Member
Brian Lewis, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Andrew Kerber, Deputy Attorney General
Nicole M. Williams, Administrative Specialist II
Kristin Gibbons, Hearing Officer

ABSENT

Jean McCool, RA, Professional Member
Elizabeth Happoldt, Public Member

OTHERS PRESENT

Nancy Payne of the Delaware AIA

1.0 Call to Order

Mr. Freemark called the meeting to order at 1:41 p.m.

2.0 Review and Approval of Minutes

The Board reviewed the minutes of the June meeting. Mr. Schorah made a motion to accept the minutes as submitted, seconded by Ms. Kaza. Motion carried unanimously.

3.0 Unfinished Business

Update ARE IDP Concurrency in Delaware

Mr. Jennings advised that the Board determined that after the Annual meeting the Board will develop rules and regulations for discussion at the July meeting.

Discussion of Annual NCARB Meeting, June 22-25, 2011

Mr. Jennings advised that he will be attending the annual meeting in Washington D.C. Mr. Wilson advised that he will sign up to attend the annual meeting.

Review of Meeting Resolutions

Mr. Jennings advised that the only resolution that was most complicated was regarding setting the national standard for establishing guidelines for continuing education. Mr. Jennings advised that the resolution is attempting to set a national guideline for all states. Mr. Wilson asked for clarification as to if the resolution is similar to what the State of DE already has in place. Mr. Jennings advised that the State is in the right direction but our current regulations will need to be modified to adapt what NCARB Model Law establishes. The Board further discussed. Mr. Schorah made a motion to carry the vote of the State Board of Architects for the annual meeting, seconded by Mr. Wilson. Motion carried unanimously.

Mr. Jennings advised that resolution 2 modifies some of the requirements for the IDP and they are relatively minor and resolution 3 modifies the BEA requirements. He added that most resolutions are only minor modifications to the current Model Law; however resolution 8 is a more substantiated modification relating to membership dues.

4.0 New Business

Review of Certificate of Authorization Applications – See attached Listing

Mr. Wilson made a motion to accept the listing, seconded by Mr. Mateyko. Motion carried unanimously

Review of Reciprocity Applications – NCARB Certificate – Ratify Listing

Joshua Allison
Steven Brooks
Glenn Dik
David Efaw
Matthew Franklin
David Johnson
James Kruhly
Kevin Lewis
Ted Moudis
Warren Ralston
David Schultz

Mr. Wilson made a motion, seconded by Mr. Jennings to ratify the listing of approved NCARB certified architects. Motion carried unanimously.

5.0 Other Business Before the Board (for discussion only)

Mr. Mateyko advised the Board of the meeting that took place prior to the Board meeting with Mr. Freemark, Mr. Collins and Mr. Nickerson. Mr. Mateyko stated that Mr. Collins

suggested that since most of the complaint issues are education related that the Board should come up with a blanket boilerplate template letter delineating what constitutes the practice of architecture that would be sent out to those individuals when the occasion arises. Mr. Mateyko further added that the second part to this letter would be to address this letter to the municipalities that may be conducting architectural business with an individual that is not licensed to practice architecture because there is no verification of a license number for the person of the project.

Mr. Collins confirmed at the meeting that the legislative change anticipated to have been introduced this spring is now going to be introduced in January 2012. The change, which will be for many Boards, intends to allow for pursuit of claims and fines for first offenses rather than the initial cease and desist which is now required for first offenses. Mr. Freemark advised that Mr. Collins did state also that the Division would look into developing a more structured system that will flag the time frame of complaints so that no one complaint is hanging for too long of a period of time. Mr. Jennings added that since the Board does not receive a substantial number of complaints a majority of the complaints are getting turned over to the Attorney General's office. He advised it was determined that the Division would conduct additional research into the architect complaints so as to not turn them over to the Attorney General's office too soon and also obtain additional closure information from the architect complaints that are closed by the Attorney General's office and the Division. Mr. Jennings stated that recommendation in conjunction with the development of a structured time frame for complaints will assist in resolving the Board's complaint concerns. Mr. Freemark advised that Mr. Collins agreed to attend the July meeting as follow up with the Board and to address what suggestions the Board may have regarding their discussion in the meeting that took place prior to today's regular meeting. Mr. Freemark stated to have Discussion of Meeting with Mr. Collins on the agenda for July.

6.0 Public Comment

There was no public comment.

7.0 Next Scheduled Meeting

The next meeting will be held on July 6, 2011 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

8.0 Adjournment

With no further business before the board, Mr. Lewis made a motion to adjourn the meeting, seconded by Ms. Kaza. The motion carried unanimously. The meeting adjourned at 2:07 p.m.

Respectfully submitted,



Nicole M. Williams
Administrative Specialist II